

THE TULALIP TRIBES
Tulalip Data Services
Job Description

JOB TITLE: Software Test Engineer

JOB NUMBER: QCV 003-06

NOTE: Sections in box are minimum requirements that all applicants must have to be considered for this job. These requirements must be stated on your application form to be considered for this position.

The Tulalip Tribes publicly announces that Indian Preference in hiring shall apply to Tulalip Tribal job opportunities.

Tulalip Data Services offers a unique work environment with opportunities to work on a diverse portfolio of projects, excellent personal and professional development opportunities, and an excellent benefit package. We are a fast-growing organization – and recognized locally and nationally as an innovative place to work. We work closely with major software and hardware companies – and we received recognition from Harvard University via the “Honoring Contributions in the Governance of American Indian Nations” award. Working for Tulalip Data Services provides opportunities to make a difference and be a technology innovator!

As a test engineer at Tulalip Data Services, you will be a part of a highly dynamic and enthusiastic team of software professionals. You will have the opportunity to:

- Work with the newest cutting edge technologies
- Work in a diverse work environment
- Flexible work schedules
- Opportunity to work with industry leaders
- Opportunity to receive training in cutting edge technologies

You will have the opportunity to develop, automate and monitor test plans and procedures for a variety of dynamic projects.

In addition, you will have the unique experience of participating in the entire software development lifecycle, not just a single aspect like most organizations. Your insight into testing will ensure that each system released will be of the highest quality. Your responsibilities include the design, implementation, and administration of testing procedures, plans and methodology. Lastly, you will aid developers in tracking and fixing any bugs that are found.

EDUCATION: (Please attach all required education documents with application; i.e., diploma, degrees, certificates, etc.)

- ☐ Bachelor's of Science degree in Computer Science or related field of study. (attach copy of degree or transcript with application).

SKILLS:

- ☐ Knowledge of the Visual Studio .NET IDE, Microsoft Application Center Test, and programming languages
- ☐ Knowledge of software testing methods and procedures and their role in the software development lifecycle and their utilization in software development projects
- ☐ Familiarity with databases, client-server concepts, and object oriented programming concepts
- ☐ Knowledge of software development lifecycles (SDLCs) and their utilization in software development projects

EXPERIENCE:

- ☐ Two (2) years academic or one (1) year work experience writing documentation
- ☐ Two (2) years academic or one (1) year work experience with .NET software development projects
- ☐ Two (2) years academic or one (1) year experience testing software and writing software testing procedures

OTHER REQUIREMENTS:

- ☐ Experience using Microsoft™ Project, Microsoft™ Visio, and Microsoft™ Office
- ☐ Must be willing to attend progressive job related training as requested.
- ☐ Must be able to work evenings, weekends, and/or holidays as needed or requested.
- ☐ Must have a successful employment history with the Tulalip Tribes and/or other current and past employers.

Physical Characteristics and/or Prerequisites:

- [] Manual and finger dexterity for the operation of a personal computer and routine paperwork
- [] Stamina to sit, stand, and/or walk for prolonged periods of time
- [] Tolerance to be exposed to a computer screen for prolonged periods of time on a regular basis
- [] Ability to lift and carry 40 lbs. on a frequent basis
- [] Mobility to bend, stoop, and/or climb stairs on an occasional basis

Tribal Department: Tulalip Data Services

Employee Classification: Non-Exempt

Job Summary: You will have the unique experience of participating in the entire software development lifecycle, not just a single aspect like most organizations. You will be responsible for creating, reviewing, analyzing and modifying software systems and applications. This includes documenting, encoding, testing, debugging and installing systems that support the Tulalip Tribes organization. In addition, the project feedback you report will continue to reshape each subsequent development project and ensure that each project is held to the highest standards.

Employee Reports To: Software Engineering Manager

Extent of Authority: Under the direction of direct supervisor, performs job duties providing support and service to all tribal software projects in accordance with established policies and procedures.

Specific Duties Performed:

1. Participate in interaction with users to identify current operating procedures and to clarify program objectives
2. Write code in high level object oriented programming languages.
3. Write and execute test plans
4. Write manual(s) for users to describe installation and operating procedures
5. Modify existing operating procedures or project documentation to facilitate testing
6. Participate in continued education opportunities as necessary for successful completion of assigned tasks
7. Participate in the TDS mentoring program
8. Perform other related duties as deemed necessary or requested.

Terms of Employment: This is a Regular Full-time position, requiring at least 40 hours per work, or 2080 hours per year. Employee may be required to work after hours and/or on call. Employees will be required to work on-site, no telecommuting. No provisions for relocation will be provided.

Pay Range: \$20.70 – \$25.15

Opening Date: 10/18/2006

Closing Date: Until Filled